

Community Policing Advisory Commission (CPAC)
Meeting Minutes

February 17, 2022
6:30 PM

Minutes are unofficial until approved by CPAC.

1. **CALLED TO ORDER:**

The meeting was called to order at 6:33 p.m. by Chair Charlotte Lumae.

ROLL CALL: Jerry Brady-Duyn; Shawn Cardwell; Charlotte Lumae; Sonia Reyes, Glenda Carter, Lucie Carriker, Enrique Piñon, Jean Garcia, Paloma Dale

ABSENT: Dan Blue, Marissa Salgado

COUNCIL LIAISON: Kristy Kottkey

STAFF: Henry Reimann, Police Chief; Lauren Quinsland, Staff Assistant

PUBLIC IN ATTENDANCE: Hope Kramer; Donna Gustafson, City Councilor

INTRODUCTIONS AND SELECTIONS: During roll call CPAC members shared a word representing what they were bringing to the table today. Some examples included: "Content," "Generous," "Happy," "Acceptance," "Hopeful," "Persistent," "Focused," "Comfortable," "Accomplished," "Humbled," "Full," "Celebration," "Here," and "Unified Basketball." As a grounding exercise, commissioners reviewed the [CPAC Orientation Deck](#), specifically "How Can CPAC Voting Members Individually Contribute to CPAC Success" slide. Commissioner Brady-Duyn volunteered to be the time keeper; Commissioner Piñon volunteered to be the group "guardian," vowing to call for a pause in discussion if necessary. City Councilor Donna Gustafson was in attendance and was introduced to the group as tonight's guest.

2. **PUBLIC COMMENT:** Councilor Gustafson was introduced to the group as part of CPAC's ongoing invitation to Forest Grove City Councilors to join CPAC for a meeting on a rotating basis.

3. **CONSENT AGENDA:**

- a) Approve B/C Meeting Minutes of January 20, 2022 as presented
MOTION CARRIED 9-0.

4. **ADDITIONS/DELETIONS:** None.

5. **B/C Communications:**

- a) Chair & Co-chair Update: Chair Lumae shared a draft of the CPAC Annual Report. Major foci of the report included: working toward effective CPAC team collaboration; CPAC's work toward assigned purposes and responsibilities/objectives, including making recommendations to City Council; and CPAC's facilitation of inviting community input and involvement.

- b) Community Representative Updates:
 - 1. Pacific University: Commissioner Garcia reported that the University is holding a reading and interview with award winner Kesha Fisher as part of Black History Month.
 - 2. School District: Commissioner Piñon reported the FGSD School Board is revisiting conversation about the School Resource Officer
- c) Subcommittee/Workgroup Updates:
 - 1. Stop Data Work Group: Chair Lumae reported that she is still waiting on clarification from DPSST regarding interpreting stop data.
- 6. **STAFF COMMUNICATIONS:** Chief Reimann advised he had sent information regarding “8 Can’t Wait” to the group, asking if there were any questions. He further clarified that “8 Can’t Wait” is a national effort as some of the policies listed are not in place in every state, but that the FGPD and the State of Oregon have had many of the policies in place for several years, but have updated in light of the national effort. Chief Reimann also invited any interested commissioners to consider serving as CPAC Chair or Co-Chair for this year. Lastly, Chief Reimann encouraged all voting members to read through the Annual Report, reply and review, and make suggestions as the Annual Report will be shared with Council in the coming weeks.
- 7. **COUNCIL LIAISON REPORT:** Council Liaison Kottkey announced that the City Council approved a \$1.95 levy for maintaining and improving public services, including fire, police, parks and library; information from the City will be released shortly and the research findings that led to changes in the levy would be sent to CPAC members. The Annual Town Meeting was held on Saturday, February 12; major topics included homelessness, community development, and DEI. There will be a Quarterly Town Meeting in the Spring, date TBD. Council Liaison reported that City Council goals and objectives are still a work in progress; Council had a retreat in order to set some action items for the year. The City Communications team is currently working on a communications plan that includes updating the website and public information flyers (FYI utility insert). It was also announced that there will be an increase in utility surcharges.

Chair Lumae inquired about the focus groups and research that was conducted for the public services levy and whether the same type of research approach could be used to gather community input on policing and social justice; Council Liaison clarified that the City hired an outside agency to collect input specifically for the levy. There was further discussion on how the City is moving forward on DEI training and whether staff/commissioners/councilors could benefit from utilizing DEI trainings found online or through local resources. Commissioners agreed to share any trainings or resources

they found helpful or useful.

8. **DISCUSSION/DECISION/PRESENTATION ITEMS:**

- a) The police policy subcommittee was slated to share an overview of the work they are doing. This discussion was tabled until the next meeting due to Commissioner Blue's absence.
- b) Commissioner Brady-Duyn advised there was interest in continuing the Community Conversations events CPAC facilitated. Commissioner Garcia advised the events had been put on hold due to Covid-19. As Commissioners Salgado and Covarrubias's status as members of CPAC was still undetermined, it was recommended further discussion on community conversations be postponed.
MOTION: Commissioner Garcia moved to wait to decide on the future of Community Conversations until more information about Commissioners Covarrubias and Salgado is available; seconded by Commissioner Brady-Duyn.
MOTION CARRIED 9-0
- c) Chair Lumae discussed Roberts Rules of Order as it pertains to small groups, which is usually defined as 12 and under.
MOTION: Commissioner Pinon moved that CPAC stay under small group rules until the group reaches sizes reaches 13. Commissioner Carter seconded.
MOTION CARRIED 9-0
- d) **MOTION:** Chair Lumae moved CPAC formally adopt communication tools such as Plus-Delta and First-to-Five feedback tools, the Time Keeper and Guardian role, and the CPAC group agreements. Commissioner Garcia seconded:
MOTION CARRIED 9-0

9. **AGENDA PLANNING, FEEDBACK, AND NEXT ACTION STEPS:**

- a) Police policy subcommittee and communication conversations discussions tabled until March meeting.
- b) Chief Reimann advised that some meetings and commissions are moving back to in-person meetings. Commissioner Reyes advised that waiting until April would be more in line with OHA guidelines and requested more information.
MOTION: Commissioner Brady-Duyn moved that CPAC remain virtual through March; Commissioner Carter Seconded
MOTION CARRIED 9-0
- c) Commissioner Brady-Duyn moved that time be set aside for commissioners to share DEI trainings and resources; Commissioner Carter seconded.
MOTION CARRIED 9-0
- d) Chief Reimann advised he would invite the City's DEI & Communications program coordinator to an upcoming CPAC meeting for an update.
- e) Feedback: Council Liaison Kottkey invited each member of CPAC to share and

discuss whether DEI is in the purview of CPAC, whether there could be changes to the agenda to focus the conversation and discussion more on policing, and whether individual expectations about CPAC were being addressed. Commissioners took turns expressing their opinions. Some commissioners felt more input was needed from all of the voices on CPAC, others expressed confusion about what the goals and objectives for CPAC are, as well as the expectations of individual members. Comments also suggested that more focus should be given on discussing police-community relationships, specifically relationships with communities of color, and how that could be improved. Councilor Gustafson also participated in the discussion expressing that there were expectations by City Council that CPAC's focus would be on policing and how the commission could be advising police, rather than the emphasis on DEI that the commission appears to have has shifted toward.

MOTION: Commissioner Reyes moved that the time for the meeting be extended to allow for further conversation; Commissioner Garcia seconded.

MOTION CARRIED 9-0

Chair Lumae suggested that the focus of the agenda could be shifted as members contribute to the agenda planning process and asked members to consider submitting ideas toward it. It was further clarified that the DEI work that has been outlined on each meeting's agenda is not meant to be the specific work CPAC is doing, but rather for the benefit of CPAC members as personal development and part of being a team working together in the 21st Century. Commissioner Carter inquired as to what a co-chair position could entail; all members were asked to review the bylaws.

10. **ANNOUNCEMENT OF NEXT MEETING:**

The next meeting is March 17, 2022 at 6:30 p.m.

11. **ADJOURNMENT:**

Meeting adjourned at 8:42 p.m. Recorded and Submitted by Lauren Quinsland, FGPD Community Outreach Specialist